Chapter 5 - Event Screen - EVT
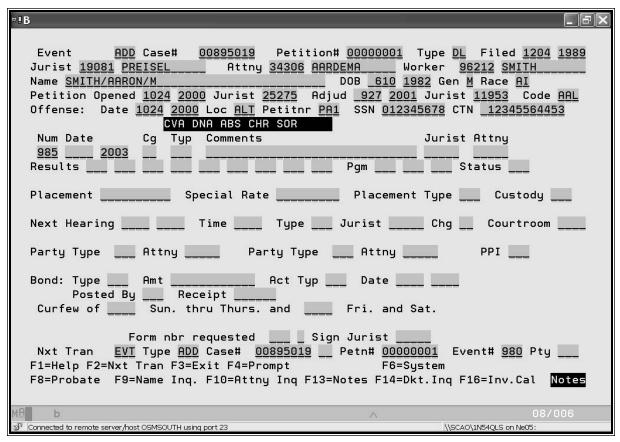
Juvenile Event Screen

The event screen is used to add information or documents and to create orders. Users must have security to be able to update case information.

Accessing the Event Screen:

```
NXT TRAN     EVT  TYPE ADD   CASE NBR   00895019 __ PET 00000001 EVT ____   PTY __
```

From the Next Tran Line, enter EVT in the Next Tran field and the option that you want to perform (ADD, INQ, MOD, DEL) along with the case number.
Press <Enter> and the system will display the case screen.

Following are the field descriptions for the Event Screen.

~Event~

This area displays the screen that you are in along with the transaction type you are performing.

~Case #~

This area displays the case number, listed next to the case number is the suffix number. The suffix number is used when there are multiple children in one case.

~Petition #~

This area displays the petition number that this event will be attached to.

~Type~

This field displays the type of this case.

~Filed~

This field displays the filed date as entered on the case screen.

~Jurist~

This field displays the jurist that is handling this case as entered on the case screen.

~Attorney~

This field displays the attorney that is representing the juvenile as entered on the case screen.

~Worker~

This field displays the worker that is assigned to this case as entered on the case screen.

~Name~

This field displays the juveniles name as entered on the case screen.

~DOB~

This field displays the juveniles date of birth as entered on the case screen.

~Gender~

This field displays the gender of the juvenile as entered on the case screen.

~Race~

This field displays the race of the juvenile as entered on the case screen.

~Petition Opened~

This field displays the petition opened date as entered on the petition screen.

~Jurist~

This field displays the jurist that opened this petition.

~Adjud~

This field displays the date this petition was adjudicated.

~Jurist~

This field displays the jurist that adjudicated this petition.

~Code~

This field displays the code that describes the adjudication of this petition.

~Offense Date~

This field displays the offense date that the charges on this petition occurred on.

~Location~
This field displays the location that the charges on the petition occurred in.

~Petitioner~
This field displays the petitioner for this petition.

~SSN~
The field displays the juveniles social security number.

~CTN~
This field displays the CTN number attached to this petition.

~NUM~
This field displays the event number assigned to this event by the system.

~Date~
Enter the date of this event. If you are entering an order date, make sure you enter the date that the hearing happened on as this is the date the caseload report picks up.

~Charge~
Enter the charge number from the petition that this event is associated with. If this event is associated with the entire petition, leave this field blank.

~Type~
Enter the code that best describes the document you are entering. Press <F4> for a list of valid event types. If this document is tracked by caseload, you must enter the code that the caseload report tracks.

~Comments~
Enter any comments that you would like to be associated with this event. If this field is left blank, the description from the code table will be inserted.

~Jurist~
Enter the jurist that is associated with this event. Press <F4> for a list of valid jurists. If this field is left blank, the jurist from the case screen will be added to the event.

~Attny~
Enter the attorney that is associated with this event. Press <F4> for a list of valid attorneys.

~Results~
Enter the result codes associated with this event. If this is an order, the results entered will print on the order. Press <F4> for a list of valid results

~Program~
Enter the program codes associated with this event. Press <F4> for a list of valid program codes. If this event is an order, the programs will print on the order.

~Status~
Enter the status of this juvenile. Press <F4> for a list of valid statuses.

~Placement~
Enter the placement that the juvenile is placed in. Press <F4> for a list of valid placements.

~Special Rate~
Enter the rate the facility/foster home is charging for this juvenile. If you are not using the Vouchering function of the JIS system, enter 99999.99 in this field.

~Placement Type~
Enter the type of placement that the juvenile is being placed in. Press <F4> for a list of valid types.

~Custody~
Enter "ICU" if the juvenile is in placement and "NCU" if the juvenile is in the parental home.

~Next Hearing~
Enter the next hearing date.

~Time~
Enter the next hearing time.

~Type~
Enter the next hearing type.

~Jurist~
Enter the jurist that will hear the next hearing.

~Charge~
Enter the charge number if this hearing relates only to one charge. Leave this field blank if the hearing relates to the entire petition.

~Courtroom~
Enter the courtroom the hearing will be held in. Press <F4> for a list of valid courtrooms.

~Party Type~
Enter the party type for the party that you are appointing an attorney for.

~Attny~

Enter the attorney bar number that is representing this party. Press <F4> for a list of valid attorneys.

~Bond: Type~

Enter the type of bond. Press <F4> for a list of valid codes.

~Amount~

Enter the amount of the bond.

~Action Type~

Enter the action type associated with this bond. Press <F4> for a list of valid codes.

~Date~

Enter the date the bond was posted.

~Posted By~

Enter the party type of the person that posted the bond.

~Receipt~

Enter the receipt number for the bond.

~Curfew of~

Enter the curfew times in military time.

~Form Number Requested~

Enter the form number that you are creating. Press <F4> for a list of valid forms.

~Sign Jurist~

Enter the jurist that will be signing the order.

Multiple Child or Petition Event Screen

The multiple child or petition event screen is used to add information or documents and to create orders for more than one child or petition. Users must have security to be able to update case information.

From the Next Tran Line, enter the following:

```
NXT TRAN     EVT  TYPE ADD    CASE NBR  02000002 ___  PET 00000000 EVT ____    PTY __
```

When all information has been added, press <Enter> and the system will display the screen you requested.

```
  ┌─────────────────────────────────────────────────────────────────────────────┐
  │ ▣B                                                           _ ▣ X            │
  │                                                                               │
  │      Sfx Petition   Case# 02000002       Attorney #                           │
  │   _   1  00024601   NEGLECT/ONE/                                              │
  │   _   2  00024601   NEGLECT/TWO/                                              │
  │   _   3  00024601   NEGLECT/THREE/                                            │
  │   _                                                                           │
  │   _                                                                      +    │
  │   Num Date       Cg  Typ  Comments                    Jurist Attny            │
  │   ___ ____ 2003  __  ___  _____ _____ _____          │
  │   Results ___ ___ ___ ___ ___ ___ ___ ___    Pgm ___ ___ ___  Status ___      │
  │                                                                               │
  │   Placement _____    Special Rate _____  Placement Type __  Custody __│
  │                                                                               │
  │   Next Hearing ____ ____  Time ____  Type __ Jurist _____ Chg __  Courtroom ___│
  │                                                                               │
  │   Party Type  __ Attny _____    Party Type __ Attny _____      PPI __          │
  │                                                                               │
  │   Bond: Type ___  Amt _____  Act Typ __  Date ___ ___                   │
  │         Posted By ___  Receipt _____                                         │
  │   Curfew of ____   Sun. thru Thurs. and ____   Fri. and Sat.                  │
  │          Do you want to include financial orders?   _                         │
  │             Form nbr requested  ___ _ Sign Jurist _____                       │
  │   Nxt Tran   EVT Type ADD Case# 02000002 __ Petn# 00000000  Event# ___ Pty ___│
  │   F1=Help F2=Nxt Tran F3=Exit F4=Prompt        F6=System                      │
  │   F8=Probate  F9=Name Inq. F10=Attny Inq F13=Notes F14=Dkt.Inq F16=Inv.Cal    │
  │                                                                               │
  │ MA   b                                                          02/002         │
  │ ♊ Connected to remote server/host OSMSOUTH using port 23    \\SCAO\1N54QLS on Ne05:│
  └─────────────────────────────────────────────────────────────────────────────┘
```

Enter all information regarding the event and press <Enter>. The system will create an event for each child/petition that you selected.

Following is a description of the new fields on this screen:

~Do you want to include financial orders~
Enter a "Y" if you want to include financial orders for the order you are creating.

Adding or Modifying an Event Screen

From the Next Tran Line enter the following information:

```
NXT TRAN    EVT  TYPE MOD   CASE NBR   02000002 __  PET 00024601 EVT _1_  PTY __
```

When all information has been added, press <Enter> and the system will display the screen you request-
ed.

```
 B                                                                    _ 🗗 ✕

   Event       MOD Case#   02000002   Petition# 00024601  Type NA  Filed 0112 2002
   Jurist _____  _____    Attny _____  _____    Worker _____  _____
   Name NEGLECT/THREE/_____    DOB ____ ____  Gen __  Race __
   Petition Opened  112 2002 Jurist 25275  Adjud  203 2002 Jurist 25275   Code NAP
   Offense:  Date ____ ____  Loc __  Petitnr DSS  SSN 000000000 CTN _____

   Num Date       Cg  Typ  Comments                      Jurist Attny
    1  118 2002   __  PTP  PETITION (SUPP) TO TERMINATE P _____  _____
   Results ___ ___ ___  ___ ___ ___ ___ ___    Pgm ___ ___ ___  Status ___

   Placement _____    Special Rate _____   Placement Type __   Custody __

   Next Hearing ____ ____   Time ____   Type __  Jurist _____  Chg __   Courtroom ____

   Party Type  __ Attny _____    Party Type __ Attny _____     PPI __

   Bond: Type ___  Amt _____  Act Typ __   Date ___ ____
        Posted By __   Receipt _____
   Curfew of ____   Sun. thru Thurs. and  ____   Fri. and Sat.

              Form nbr requested  ___ _  Sign Jurist _____
    Nxt Tran    EVT Type MOD Case#  02000002 _3 Petn# 00024601  Event# __1 Pty ___
   F1=Help F2=Nxt Tran F3=Exit F4=Prompt        F6=System
   F8=Probate  F9=Name Inq. F10=Attny Inq F13=Notes F14=Dkt.Inq F16=Inv.Cal

MA   b                               A                           08/006
 Connected to remote server/host OSMSOUTH using port 23          \\SCAO\1N54QLS on Ne05:
```

The system will return the event screen for you.

Inquiring on an Event Screen

From the Next Tran Line enter the following information:

NXT TRAN   EVT   TYPE INQ   CASE NBR   02000002 03 PET 0024601 EVT 1_   PTY __

When all information has been added, press <Enter> and the system will display the screen you requested.

```
B                                                                    _ ⊡ ✕

   Event      INQ Case#    02000002   Petition# 00024601  Type NA  Filed 0112 2002
   Jurist _____ _____      Attny ____ _____    Worker _____ _____
   Name NEGLECT/THREE/_____    DOB ___ ___  Gen _  Race __
   Petition Opened  112 2002 Jurist 25275  Adjud  203 2002 Jurist 25275   Code NAP
   Offense:  Date ____ ____  Loc ___  Petitnr DSS  SSN 000000000 CTN _____

   Num Date        Cg  Typ  Comments                      Jurist Attny
    1  118 2002    __  PTP  PETITION (SUPP) TO TERMINATE P ____  ____
   Results ___ ___ ___ ___ ___ ___ ___ ___ ___    Pgm ___ ___ ___   Status __

   Placement _____    Special Rate _____   Placement Type __   Custody __

   Next Hearing ___ ___    Time ____   Type __  Jurist _____  Chg __  Courtroom ____

   Party Type  __ Attny _____    Party Type  __ Attny _____     PPI __

   Bond: Type ___  Amt _____  Act Typ __  Date ___ ___
         Posted By ___  Receipt _____
   Curfew of ____  Sun. thru Thurs. and  ____  Fri. and Sat.

            Form nbr requested  ___ _ Sign Jurist _____
   Nxt Tran   EVT Type INQ Case# 02000002 _3 Petn# 00024601  Event# __1 Pty ___
   F1=Help F2=Nxt Tran F3=Exit F4=Prompt          F6=System
   F8=Probate  F9=Name Inq. F10=Attny Inq F13=Notes F14=Dkt.Inq F16=Inv.Cal

MA    b                               A                             22/013
 Connected to remote server/host OSMSOUTH using port 23            \\SCAO\1N54QLS on Ne05:
```
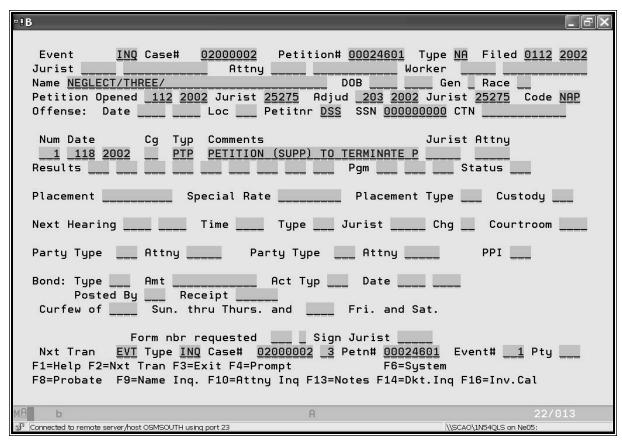
The system will return the event inquiry screen for you.

Deleting an Event Screen

From the Next Tran Line enter the following information:

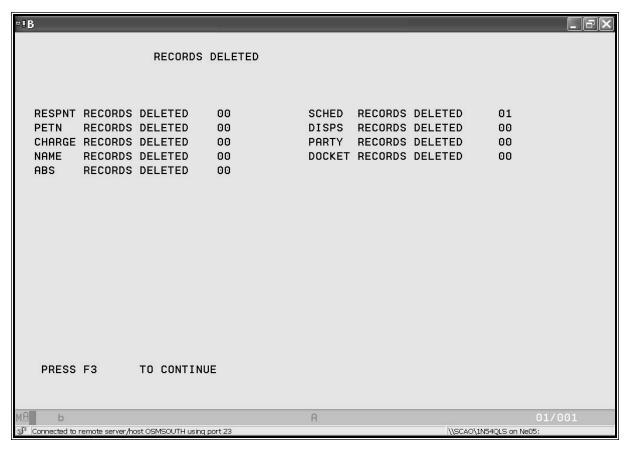| NXT TRAN   EVT   TYPE DEL   CASE NBR   02000002 3 PET   24601 EVT   1   PTY |

When all information has been added, press <Enter> and the system will display the screen you requested.

```
 ·¡B                                                                    _ 🗗 ✕



























     ARE YOU SURE YOU WANT TO DELETE?              02000002  00024601  0001   EVT
       PRESS F3      TO CANCEL DELETE



 MA    b                                        A                         01/001
    Connected to remote server/host OSMSOUTH using port 23          \\SCAO\1N54QLS on Ne05:
```

If you are sure that you want to delete this event, press <Enter> and the system will return the following screen.

```
 B                                                                    _ □ X

                         RECORDS DELETED



   RESPNT RECORDS DELETED    00          SCHED  RECORDS DELETED    01
   PETN   RECORDS DELETED    00          DISPS  RECORDS DELETED    00
   CHARGE RECORDS DELETED    00          PARTY  RECORDS DELETED    00
   NAME   RECORDS DELETED    00          DOCKET RECORDS DELETED    00
   ABS    RECORDS DELETED    00










      PRESS F3     TO CONTINUE



 MA    b                                    A                        01/001
    Connected to remote server/host OSMSOUTH using port 23        \\SCAO\1N54QLS on Ne05:
```

The system will display the records that were deleted. Press <Enter> to exit this screen. The event is deleted.

Note: Be sure of your case number/petition number and event number. Once the event is deleted there is no recovery for it. Delete's can't be undone.